

**PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS AT THE COURTHOUSE IN  
SUNDANCE, CROOK COUNTY, WYOMING**

**TUESDAY, JANUARY 7, 2014**

8:00 o'clock a.m. Present were Chairman James W. Hadley, Vice-Chairman Kelly B. Dennis, Member Jeanne A. Whalen and County Clerk Connie D. Tschetter.

The Pledge of Allegiance was recited to the Flag.

The minutes from the previous meeting were approved.

Kelly moved to approve to leave the officers the same as 2013, James W. Hadley as Chairman and Kelly B. Dennis as Vice-Chairman, of the Board of Crook County Commissioners. Jeanne seconded, all ayes, motion carried.

Kelly moved to approve the following:  
Official depositories for the County 2014:  
Sundance State Bank-Sundance, Wyoming  
Pinnacle Bank-Moorcroft, Wyoming  
Summit National Bank-Hulett, Wyoming  
Wyo-star Investment pool (through Wyoming State Treasurer at Cheyenne, WY)  
Wells Fargo

Authorize Mary Kuhl, County Treasurer to invest the County funds according to  
Wyoming Statutes and reaffirm Resolution 8-1996 Statement of Investment Policy for Crook County.

Authorize acceptance of negotiable paper as stated in Wyoming Statutes 18-3-505 and allow the lender  
credit card.

Jeanne seconded, all ayes, motion carried.

Jeanne moved to appoint Chairman Jim Hadley, in his absence Vice-Chairman Kelly Dennis or Member Jeanne Whalen, as Crook County's voting member of the Wyoming County Commissioners' Association. Kelly seconded, all ayes, motion carried.

Kelly moved to appoint Jeanne Whalen as Crook County Volunteer Firefighters Association Advisory Board Member. Jeanne seconded, all ayes, motion carried.

Jeanne moved to appoint Jim Hadley as the Crook County Employer Representative with Western Pathology Consultants, Inc. Kelly seconded, all ayes, motion carried.

Steve Stahla, County Sheriff, Joe Baron, County Attorney, Lisa Fletcher, County Assessor, Tina Wood, Clerk of District Court and Mary Kuhl, County Treasurer were present to go over items of interest within their departments. Also present was Jill Mackey, County Library Director.

Joe Baron, County Attorney and Steve Stahla, County Sheriff, discussed a Contract with Independent Contractor for 911 System. Kelly moved to approve a Contract With Independent Contractor For 911 System between Industrial Communications and Electronics, Inc. and Crook County. Jeanne seconded, all ayes, motion carried. Also present were Lisa Fletcher, County Assessor and Mary Kuhl, County Treasurer.

Kelly moved to approve a Memorandum of Understanding With Not For Profit Service Providers by and between the Board of County Commissioners in and for Crook County and Crook County Family Violence and Sexual Assault Services. Jeanne seconded, all ayes, motion carried.

The following bills were paid:

Total Wages		173482.01
<u>CLAIMANT</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
		<u>ALLOWED</u>
AFLAC	Insurance	1682.59
Blue Cross Blue Shield of Wyoming	Health Insurance	54959.19
Col. Life & Accident Ins. Co.	Insurance	48.07
Crook County Payroll Tax Account	Withholding & Social Security	60374.79
Great-West Trust Company, LLC	Deferred Compensation	780.00
NCPERS Wyoming	Life Insurance	208.00
New York Life Insurance Company	Life Insurance	509.40
VSP	Vision Insurance	660.10
WY Department of Workforce Services	Worker's Compensation	2211.25
Wyoming Retirement System	Retirement	30874.14
Wyoming Educator's Benefit Trust	Life Insurance	199.42
A & B Welding Supply Co., Inc.	Welding Cable	365.95
AlSCO/American Linen	Shop Towels & Dust Mops	271.58
American Solutions for Business	W-2 Forms with Envelopes	86.87
Animal Medical Center of Wyoming, LLC	K-9 Vet Bill	143.10
AT & T Mobility	Cell Phone	1217.98
Aulick Leasing Corporation	Gravel Hauling	42813.97

Big Horn Tire Inc.	Tires	396.00
Cardinal Health 411, Inc.	Medical Supplies	218.61
Genex Fleetcard	Gas	3321.54
City of Gillette	Water	6.00
City of Sundance	Water & 2nd Quarter Ambulance & Landfill	2371.03
Coastal Chemical Co., LLC	Diesel & Oil	5957.86
Coffee Cup Fuel Stop	Fuel	153.91
Combined Laboratories Facility	Testing	79.00
Croell Redi-Mix	Road Base & Rip Rap	1400.65
Crook County	Employer Paid Benefits from Grants	3800.79
Crook County Medical Service Dist.	Drug/Alcohol Screen, Prisoner Meals & Food	4814.82
Crook County Public Health	Flu Shots	40.00
Crook County Senior Services	County Funding	1666.67
Crook County Treasurer	Postage	1513.85
Dakota Business Center	Contract Base Rate	80.40
Days Inn Hot Springs Convention Ctr	Room Rent	77.00
Department of Health	Rental for State Vehicle	750.00
Double Star Computing	Onsite Computer Service & Equipment	2530.65
Empire Ranch, Inc.	Annual Water Source Agreement Fee 2014	500.00
Eric Stevens	Boot Allowance	105.99
Gari G. Gill	Snow Removal, Mileage & Meals	791.59
Gearhart Fuel & Repair, Inc.	Gas & Diesel	6261.69
Grimm's Pump & Industrial Supply	Reelcraft, Catlow, Labor & Supplies	460.15
Heartland Paper Company	Courthouse Supplies	232.48
Hillside Pharmacy	Supplies	150.54
Hulett Hardware	Coupler	9.49
Iron Horse	Haul Squad Car	225.00
Jeanne Whalen	Mileage	89.84
Jim Wright Piano Tuning	Tune One Piano	90.00
Joshua Idler	Snow Removal	72.00
Kathleen Hayden	Use of Private Vehicle at Fires	430.00
Kelly B. Dennis	Mileage	67.80
Knecht Home Center, Inc.	Supplies	136.67
Kone Inc.	Maintenance Coverage-1st Half	1395.36
L.A.W. Trucking	Hauling Coal	1186.26
Lyle Signs, Inc.	Signs	647.58
Mary R. Kuhl	Mileage & Supplies	236.82
Max Robert Masters	Mapping Contract for GIS & Subdivisions	3000.00
Michael R. Frolander	Battery Recharge	29.98
Moorcroft Leader	Publishing	191.00
Movin' On Kennels	Dog Food	94.00
Mullinax Coal Sales	Coal	848.39
NADAGuides	Title & Registration Textbook	178.00
National District Attorneys Assoc.	2014 NDAA Membership Dues	97.00
Newcastle Extinguisher	Service Call & Inspections	291.78
Office of State Lands & Investments	Voltage Gauge	18.00
Paetec	Telephone	167.05
Pitney Bowes Purchase Power	Postage	7800.00
Plainsman Printing, Inc.	Supplies	305.92
Powder River Energy Corp.	Electricity	3780.51
Powder River Office Supply, Inc.	Supplies	759.09
Powerplan Bf	Supplies	691.57
Quality Agg & Construction, Inc.	J Base	43192.85
Quality Hardware & Supply	Parts	92.00
Quill Corporation	Supplies	124.65
Range Telephone Cooperative, Inc.	Telephone	3020.31
Rasmussen Mechanical Services, Inc.	HVAC Control Updates	2079.89
Rebecca S. Doby	Reporter Fees-Private Road #276	921.62
Redwater Welding	Cattle Guard Wings	4020.00
Renella Thomas	Mileage	67.24
Richard J. Hauber	Diesel & Mileage	638.06
Ringer Law, P.C.	Court Appointed Attorney Fees	132.00
Robert's Machine & Repair	Parts & Labor	195.10
RT Communications	Telephone	705.05
Sara Fleenor	Mileage & Supplies	248.26
Schelldorf Ranch	Annual Water Source Agreement Fee 2014	500.00
Schutz Foss Architects, PC	Design Services & Expenses	3487.02
Scott Peterson Motors Inc.	Vehicle Repairs	4084.05

SD Wildland Fire Suppression Division	Butte Fire Reimbursement	226.32
Secretary of State	Notary Renewal	30.00
Sheehan Mack Sales & Equipment	Parts	71.40
Sheridan County Public Health	Fluzone	300.00
Snap-On Tools	Battery	105.75
Stateline Station	Gas	24.59
Sundance Dillon's Hardware Inc	Supplies	130.13
Sundance Electric Inc.	Electrical & Lighting	3183.84
Sundance Equipment Company	Cooler Heater	58.68
Sundance Rod & Gun Club	2014 Shooting Range Dues	200.00
Sundance State Bank	Direct Deposit Fees	9.55
Sundance Times	Publishing	1470.75
Team Laboratory Chemical Corp.	Fine Road Patch	250.00
Thos. Y. Pickett & Co., Inc.	Valuation Contract-January Installment	1700.00
TMS South	Supplies	154.04
Tongue River Communications	Jail Cable	63.00
Tony J. Barton	Purchase Lots in Railroad Addition-Sundance	85.94
Top Office Products, Inc.	Copiers & Supplies	945.80
Tower Valley Ag Supply	Gas & Diesel	5712.11
Town of Hulett	Water	54.80
Town of Moorcroft	Water, 2nd Quarter Ambulance & Landfill	1804.44
Tracker Software Corporation, Inc.	Pubworks Annual Support & Maint.	716.00
Tracy Motor Company	Parts	1700.74
UNUM	Disability Insurance	268.49
UW Extension	Car Pooling	93.15
Visa	Supplies & Travel Expenses	2510.99
Volunteer Fireman's Retirement Fund	Volunteer Firemen's Pension Fund	275.00
WC & PAA	Annual Dues	200.00
W.D. Larson Companies LTD, Inc.	Valve	256.61
WPCI	Drug Screen	28.50
WY Department of Transportation	Project Expenditures	1661.06
WY Department of Workforce Services	Worker's Compensation	1495.76
WY Retirement System	Rehired Retiree Contributions	1266.17
Wyoming Machinery Company	Parts	5650.79
Wyoming Peace Officer's Association	Membership Dues	140.00
Zee Medical Service	Medical Supplies	91.95
Total		527853.19

The following monthly collections were collected:

County Clerk	\$10,538.00
County Sheriff	\$10,064.91
Public Health (November)	\$4,408.40
Clerk of District Court	\$1,194.45
Circuit Court	\$17,588.56

Mary Kuhl, County Treasurer, submitted the following monthly report of receipts and disbursements for month end December 2013:

Total Receipts	\$4,018,589.55
Disbursements:	
Towns	\$157,565.34
County Boards	\$616,502.86
State & Local School	\$3,072,574.15
DOT/DOR/Rebate	\$135,149.06
Redemption/S. Park	\$3,625.58
Total	\$3,985,416.99

Kelly moved to approve a Bond for Ted Rosencranz, Treasurer, Crook County Fair Board and a Bond for Rodney G. Knudson, Treasurer, Crook County Museum District. Jeanne seconded, all ayes, motion carried.

Jeanne moved to sign an Agreement for Sale of Real Estate and a Quitclaim Deed with Tony James Barton to purchase property in the Railroad Addition in the City of Sundance, Wyoming, next to the County Fire Cache. Kelly seconded, all ayes, motion carried.

Morgan Ellsbury, Road and Bridge Foreman and Randy Gill, Facilities Maintenance Foreman, gave a monthly report.

Kelly moved to approve a Utility License Upon County Road for a waterline on the D Road between Crook County, Wyoming and Don Adams & Associates. Jeanne seconded, all ayes, motion carried.

Adjourned for lunch at 12:08 o'clock p.m.

1:00 o'clock p.m. Present were Chairman James W. Hadley, Vice-Chairman Kelly B. Dennis, Member Jeanne A. Whalen and County Clerk Connie D. Tschetter.

Jill Mackey, County Library Director, gave a monthly report.

Terry Lee, Superintendent, Keyhole State Park, introduced himself to the Board. Also present were Jentry Eatherton, Assistant Superintendent and Andrea Foster, Building and Ground Assistant, Keyhole State Park.

Mary Kuhl, County Treasurer, presented a Cancellation of Warrant. Jeanne moved to cancel Crook County Warrant No. 28315. Kelly seconded, all ayes, motion carried.

Linda Harris, North East Wyoming Economic Development Coalition (NEWEDC), requested the County to be the conduit for a grant with the Wyoming Business Council for PRECorp to install a substation. Discussion was held. The Board gave their support for this project and more information will be presented to the Board to start the process on February 4, 2014 at 1:30 o'clock p.m. Also present were Les Penning, PRECorp, Mike Easley, PRECorp, Dave Spencer, Wyoming Business Council, Noel Belcher, NEWEDC, Marilyn Henderson, Steve Elledge, NEWEDC, Roger Connett, NEWEDC and Joe Baron, County Attorney.

The Board reviewed the Proposed Policy on the Installation and Maintenance of Commercial Pipelines Along or Across County Roads. Oral and written comments were received and discussion was held. The Board requested the County Attorney to make the requested changes on the policy and submit it back to the Board for their approval. Present were Joe Baron, County Attorney, Ron Edgington, Sandy Edgington, Grace Moore, Moorcroft Leader and Morgan Ellsbury, Road and Bridge Foreman.

Jeanne moved to adopt and approve a Policy on the Installation of Commercial Pipelines Along or Across County Roads. Kelly seconded, all ayes, motion carried. Present were Joe Baron, County Attorney and Grace Moore, Moorcroft Leader.

Joe Baron, County Attorney/Hearing Officer, Jim Peck, Attorney for Sandra and Evan Cross (per conference call), Clayton Melinkovich, Brown and Hiser, LLC, Attorney for Wayne Altaffer (per conference call) and Elizabeth Zerga, Attorney for RT Communications (per conference call) were present for the hearing in the matter of the Application for Establishment of Private Road by Evan W. Cross and Sandra D. Cross, to be known as Private Road No. 276, to review and consider a proposed Order Finding Access is Necessary Alternative Routes Should be Considered and Certifying the Matter to the District Court. Chairman Hadley turned the hearing over to Joe Baron, County Attorney/Hearing Officer. Discussion was held. Joe Baron, County Attorney/Hearing Officer, reviewed the proposed Order with the Board and will make the discussed changes to the proposed Order and present it to the Board for their approval.

Nancy Palmer and Matalyn Onstad, Liberty National Life Insurance, presented a policy concerning No Cost Accidental Death Benefit and Child Safety Kit. Also present was Linda Fritz, Deputy County Clerk.

Kelly moved to approve an Order Finding Access is Necessary Alternative Routes Should be Considered and Certifying the Matter to the District Court, in the matter of the Application for Establishment of Private Road by Evan W. Cross and Sandra D. Cross, to be known as Private Road No. 276. Jeanne seconded, all ayes, motion carried. Also present was Joe Baron, County Attorney/Hearing Officer.

The meeting adjourned at 3:56 o'clock p.m.

Wednesday, January 8, 2014

8:00 o'clock a.m. Present were Chairman James W. Hadley, Vice-Chairman Kelly B. Dennis, Member Jeanne A. Whalen and County Clerk Connie D. Tschetter.

The Pledge of Allegiance was recited to the Flag.

Levi Dacar, Senior Engineer, Wyoming Department of Transportation (WYDOT), gave an update on bridge and road projects.

The following monthly collection was collected:

Public Health (December)	\$3,865.50
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Lisa Fletcher, County Assessor, presented a tax roll cancellation and two additions. Kelly moved to approve the following tax roll cancellation and two additions: 2012-49; 2013-30 and 2013-31. Jeanne seconded, all ayes, motion carried. Joe Baron, County Attorney, discussed modifying the Rules and Regulation for the County Board of Equalization.

Gari Gill, County Fire Warden/Interim Homeland Security County Coordinator, gave a monthly report. Discussion was held on the Homeland Security County Coordinator position. Also present was Tom Adams, County Undersheriff. Kelly moved to approve and sign a Memorandum of Understanding Between Weston County Fire Protection District and Crook County, a Memorandum of Understanding Between Crook County and Town of Pine Haven, a Memorandum of Understanding Between Crook County and Town of Hulett and a Memorandum of Understanding Between Crook County and City of Sundance. Jeanne seconded, all ayes, motion carried.

Morgan Ellsbury, Road and Bridge Foreman and Randy Gill, Facilities Maintenance Foreman, gave a monthly report. Also present were Dave Spencer, Wyoming Business Council, Kathy Lenz, Clerk/Treasurer, City of Sundance and Joe Baron, County Attorney.

Dave Spencer, Wyoming Business Council, discussed the state grant funds that may be available for a planning study on the D County Road No. 68. The Board supported for Mr. Spencer to pursue the study as discussed.

Kathy Lenz, Clerk/Treasurer, City of Sundance, discussed the possible land swap for a school sports complex on the existing fairgrounds with the County. Dave Spencer, Wyoming Business Council, discussed the state grant funds that may be available for a feasibility study for relocation of the fairgrounds.

Kelly moved to approve an Agreement for Installation of Cattleguard on Sand Creek County Road No. 129. Jeanne seconded, all ayes, motion carried.

Adjourned for lunch at 12:08 o'clock p.m.

1:00 o'clock p.m. Present were Chairman James W. Hadley, Vice-Chairman Kelly B. Dennis, Member Jeanne A. Whalen and County Clerk Connie D. Tschetter.

Nels Smith and Roger Connett, Members, Crook County Land Use Planning and Zoning Commission (CCLUP&ZC), gave a monthly report. Tim Lyons, Growth and Development Administrator, gave a monthly report and a subdivision and deed report. Also present were George Byers, Rare Element Resources (RER), Wayne Garman, Supervisor and Sarah Anderson, Office Manager, Crook County Natural Resource District (CCNRD), Cindy Larom, Bureau of Reclamation, Steve Kozel, USDA Forest Service, Nancy Stimson, National Park Service, Robert Gilbert, Supervisor, County Weed and Pest, Brian Sebade, UW Extension Educator and Joe Baron, County Attorney.

The CCLUP&ZC will have a public hearing on the proposed 2013 Crook County Comprehensive Land Use Plan on January 13, 2014 at 7:15 o'clock p.m. in the Court Room at the Courthouse in Sundance, Wyoming.

The following people gave an update on items of interest within their departments: Steve Kozel, USDA Forest Service; Cindy Larom, Bureau of Reclamation; Nancy Stimson, National Park Service; Robert Gilbert, Supervisor, County Weed and Pest; Brian Sebade, UW Extension Educator; George Byers, RER and Wayne Garman, Supervisor and Sarah Anderson, Office Manager, CCNRD.

Judy Hutchinson, Member, Crook County Fair Board and Linda Schelldorf, County Fair Coordinator/Secretary, gave a monthly report. The Board tabled the appointments to the Crook County Fair Board and the Northeast Wyoming Economic Development Coalition to the February meeting. Jeanne moved to approve the following Board re-appointment:

Mike Idler-Crook County Predatory Animal Control Board Member representing Sportsmen and Hunters – Three Year Term

Kelly seconded, all ayes, motion carried. Also present were Joe Baron, County Attorney and Sandi Kellogg.

Paul Stille, County Auditor, Leo Riley & Co., presented the Crook County, Wyoming Financial Report for the 2012-2013 fiscal year. Kelly moved to approve the Crook County, Wyoming Financial Report for the 2012-2013 fiscal year as presented. Jeanne seconded, all ayes, motion carried. Also present were Sheryl Klocker, Deputy County Treasurer, Joe Baron, County Attorney, Jill Mackey, Director, County Library, Linda Schelldorf, County Fair Coordinator/Secretary and Judy Hutchinson, Member, Crook County Fair Board.

The meeting adjourned at 4:02 o'clock p.m. to meet in regular session on February 4 and 5, 2014 at 8:00 o'clock a.m., in the Commissioner's Room at the Courthouse in Sundance, Wyoming.

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James W. Hadley, Chairman

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Jeanne A. Whalen, Member

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Kelly B. Dennis, Vice-Chairman

Attested: \_\_\_\_\_

Connie D. Tschetter, County Clerk